

# APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

**IMPORTANT - Applicant to complete all items in sections: I, II, III, IV, and IX.**

<b>I. LOCATION OF BUILDING</b>	AT (LOCATION) _____		ZONING DISTRICT _____
	(NO.)	(STREET)	
	BETWEEN _____	AND _____	
	(CROSS STREET)	(CROSS STREET)	
	SUBDIVISION _____	LOT _____ BLOCK _____	LOT SIZE _____

## II. TYPE AND COST OF BUILDING - All applicants complete Parts A - D

### A. TYPE OF IMPROVEMENT

- 1 ☐ New building
- 2 ☐ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)
- 3 ☐ Alteration (See 2 above)
- 4 ☐ Repair, replacement
- 5 ☐ Wrecking (If multifamily residential, enter number of units in building in Part D, 13)
- 6 ☐ Moving (relocation)
- 7 ☐ Foundation only

### D. PROPOSED USE - For "Wrecking" most recent use

#### Residential

- 12 ☐ One family
- 13 ☐ Two or more family - Enter number of units - - - - -> \_\_\_\_\_
- 14 ☐ Transient hotel, motel, or dormitory - Enter number of units - - - - -> \_\_\_\_\_
- 15 ☐ Garage
- 16 ☐ Carport
- 17 ☐ Other - Specify \_\_\_\_\_

#### Nonresidential

- 18 ☐ Amusement, recreational
- 19 ☐ Church, other religious
- 20 ☐ Industrial
- 21 ☐ Parking garage
- 22 ☐ Service station, repair garage
- 23 ☐ Hospital, institutional
- 24 ☐ Office, bank, professional
- 25 ☐ Public utility
- 26 ☐ School, library, other educational
- 27 ☐ Stores, mercantile
- 28 ☐ Tanks, towers
- 29 ☐ Other - Specify \_\_\_\_\_

### B. OWNERSHIP

- 8 ☐ Private (individual, corporation, nonprofit institution, etc.)
- 9 ☐ Public (Federal, State, or local government)

### C. COST

10. Cost of improvement, ..... \$
- To be installed but not included in the above cost*
- a. Electrical, ..... \$
- b. Plumbing, ..... \$
- c. Heating, air conditioning, ..... \$
- d. Other (elevator, etc.), ..... \$
11. TOTAL COST OF IMPROVEMENT \$

(Omit cents)

**Nonresidential - Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for, department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## III. SELECTED CHARACTERISTICS OF BUILDING - For new buildings and additions, complete Parts E - L; for wrecking, complete only Part J, for all others skip to IV.

### E. PRINCIPAL TYPE OF FRAME

- 30 ☐ Masonry (wall bearing)
- 31 ☐ Wood frame
- 32 ☐ Structural steel
- 33 ☐ Reinforced concrete
- 34 ☐ Other - Specify \_\_\_\_\_

### G. TYPE OF SEWAGE DISPOSAL

- 40 ☐ Public or private company
- 41 ☐ Private (septic tank, etc.)

### H. TYPE OF WATER SUPPLY

- 42 ☐ Public or private company
- 43 ☐ Private (well, cistern)

### J. DIMENSIONS

48. Number of stories, ..... \$
49. Total square feet of floor area, all floors, based on exterior dimensions, ..... \$
50. Total land area, sq. ft., ..... \$

### K. NUMBER OF OFF-STREET PARKING SPACES

51. Enclosed, ..... \$
52. Outdoors, ..... \$

### L. RESIDENTIAL BUILDINGS ONLY

53. Number of bedrooms, ..... \$
54. Number of bathrooms { Full, ..... \$  
Partial, ..... \$

### F. PRINCIPAL TYPE OF HEATING FUEL

- 35 ☐ Gas
- 36 ☐ Oil
- 37 ☐ Electricity
- 38 ☐ Coal
- 39 ☐ Other - Specify \_\_\_\_\_

### I. TYPE OF MECHANICAL

- Will there be central air conditioning?
- 44 ☐ Yes 45 ☐ No
- Will there be an elevator?
- 46 ☐ Yes 47 ☐ No

[illegible]

**IV. IDENTIFICATION - To be completed by all applicants**

Name		Mailing address - Number, street, city, and State	ZIP code	Tel. No.
1. Owner or Lessee				
2. Contractor			Builder's License No.	
3. Architect or Engineer				

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of applicant	Address	Application date
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**DO NOT WRITE BELOW THIS LINE**

**V. PLAN REVIEW RECORD - For office use**

Plans Review Required	Check	Plan Review Fee	Date Plans Started	By	Date Plans Approved	By	Notes
BUILDING		\$					
PLUMBING		\$					
MECHANICAL		\$					
ELECTRICAL		\$					
OTHER _____		\$					

**VI. ADDITIONAL PERMITS REQUIRED OR OTHER JURISDICTION APPROVALS**

Permit or Approval	Check	Date Obtained	Number	By	Permit or Approval	Check	Date Obtained	Number	By
BOILER					PLUMBING				
CURB OR SIDEWALK CUT					ROOFING				
ELEVATOR					SEWER				
ELECTRICAL					SIGN OR BILLBOARD				
FURNACE					STREET GRADES				
GRADING					USE OF PUBLIC AREAS				
OIL BURNER					WRECKING				
OTHER _____					OTHER _____				

**VII. VALIDATION**

Building Permit number _____		<b>FOR DEPARTMENT USE ONLY</b>  Use Group _____ Fire Grading _____ Live Loading _____ Occupancy Load _____
Building Permit issued _____		
Building Permit Fee \$ _____		
Certificate of Occupancy \$ _____		
Drain Tile \$ _____	Approved by: _____	
Plan Review Fee \$ _____	_____	
		TITLE _____



### VIII. ZONING PLAN EXAMINERS NOTES

DISTRICT

USE

FRONT YARD

SIDE YARD

SIDE YARD

REAR YARD

NOTES

### IX. SITE OR PLOT PLAN – *For Applicant Use*

